

## WHAT'S NEW

### **THE PODS: BEYOND IMPLEMENTATION DAY**

After a few technical glitches, we have emailed our partners and provided your assigned pod(s).

*Are you all caught up on our requests?* Review this short checklist to be sure:

1. Management companies should have received a link to an online questionnaire to update your property contact information. If you need to receive the email instructions and the link, please email [Patricia.Kokotan@dca.ga.gov](mailto:Patricia.Kokotan@dca.ga.gov) immediately.
2. A welcome email with a Pod assignment was sent on Monday and some went out early Tuesday. If you need more direction, and are unsure about your Pod assignment or you did not receive any emails, please email [Patricia.Kokotan@dca.ga.gov](mailto:Patricia.Kokotan@dca.ga.gov) for more information.
3. You will receive an email from DCA with a list of your properties and their assigned Pod next week.

### **Possible Inclement Weather**

Severe and potentially dangerous weather conditions are expected to hit the southeastern coastline within the next few days. It is our hope that you, our residents, and your family will be safe during this time.

In preparation for Hurricane Dorian, we ask that you adhere to the following:

1. Please make sure that occupancy for all properties has been updated in Mitas. Georgia may receive victims of Dorian in need of temporary housing.
2. Please be sure your property information is current on Georgia Housing Search, [www.georgiahousingsearch.org](http://www.georgiahousingsearch.org). This website serves as a resource for those in need of permanent and temporary housing.
3. If your property has an inspection scheduled within the next few days, your Inspector will reach out to the property directly to reschedule, if needed.
4. If you experience property damage, please email your Pod within seven (7) days of the incident.

We will send additional updates as needed. Questions, property updates and requests should be emailed to: [compliance@dca.ga.gov](mailto:compliance@dca.ga.gov).

Stay Safe!

### **Annual Owner Certification**

The Annual Owner Certification was due on March 2nd, 2019. Owners of tax credit and HOME properties are required to submit their AOC annually by the deadline date. Owners who failed to submit their AOC will receive a notice of non-compliance along with copies of Form 8823 filed with the IRS (if applicable). It is never too late to bring your property back into compliance. Please visit the DCA website, on the Compliance Monitoring page to complete the AOC.

### **Bed Bugs**

Bed bug infestation has been a growing public health concern over the past several years, prompting urgent response from local officials and numerous federal agencies like the Environmental Protection Agency (EPA) and the Center for Disease Control (CDC).

In 2012, HUD issued [Notice 2012-5](#) providing owners and managing agents with guidance on prevention and tips to address pest infestation. Earlier this year, HUD released a Clarification to Housing Notice H 2012-5 Guidelines on Addressing Infestation in HUD-Insured and Assisted Multifamily Housing. The memoranda provides clarification to Notice 2012-5 to ensure owners/agents have a bed bug policy that conforms with HUD guidelines. Click [here](#) to view the HUD Clarification to Notice 2012-5.

### **ANNUAL HUD TENANT DATA SUBMISSION**

DCA has begun the annual transmission to HUD of collected data on the household information for tenants residing in Georgia's Housing Tax Credit (HTC) funded units. The submission is a HUD requirement under the Housing and Economic Recovery Act of 2008. Emails have been sent to properties listing the tenant errors to be corrected for the HUD submission. Please check your inboxes and junk/spam mail for any emails sent by Dezire Jackson with the subject line "HUD Data Submission Error 2018". Any uncorrected errors will cause the submission to be rejected by HUD; delaying Georgia's submission.

If your property error(s) are not corrected in a timely manner, the property will be deactivated and none of the tenant nor property data will be submitted to HUD. All properties deactivated will be sent to HUD.

## **ASSET MANAGEMENT**

### **WHAT TO REMEMBER WHEN YOU REACH THE EXTENDED USE PERIOD**

- Changing ownership is a Project Concept Change ([PCC](#)) and changing management companies requires an online request ([Change in Management](#)) ... be sure to give 30 days advance notice of a request to change. Email your Pod for more information specific to your property.
- Properties in the Extended Use Period are required to report to the state's affordable housing database (Mitas) by the 10th of each month through the Extended Use Period. For questions regarding Mitas reporting, or to obtain access to Mitas, please contact the DCA Mitas Administrator at [Mitas@dca.ga.gov](mailto:Mitas@dca.ga.gov)
- Properties in the Extended Use Period are subject to DCA file reviews and inspections as determined by DCA

- Properties in the Extended Use Period must be listed on [Georgia Housing Search](#)
- Owner's must file an Annual Owner's Certification ([AOC](#)) by the stated deadline

## **811 UPDATES**

### **HUD 811 COMPLIANCE PROCESSES**

Calling all 811 Property Developers, Managers and Staff! Now is the time to Exchange!

Wednesday, October 30th is the day for our HUD 811 One Day Exchange. Put it on your calendars... Macon, Georgia here we come!

We would like to take this opportunity to thank **LEDIC Management** for their work with 811. Their team has worked diligently with our office in contracting, providing updates, reporting vacancies, submitting monthly reports and many other items that our office requests. They have housed a quarter of our tenants over the last 3 years, more than any other company, and as a result, they have been instrumental in indirectly refining our policies, processes, and documents. We appreciate their contribution to our program and tireless efforts!

## **DON'T FORGET TO REMEMBER....**

### **ATLANTA REGIONAL HOUSING FORUM**

Learn about innovative approaches to creating affordable housing at the [Innovations & Evolutions in Affordable Housing forum](#), to be held:

**Wednesday, September 4, 2019**

9:30 am - 11:45 am

St. Luke's Episcopal Church

435 Peachtree St. NE

Atlanta, GA 30308

### **QAP LISTENING SESSIONS**

The LAST scheduled General Listening Session will be held September 5th at the Cobb Galleria Centre. The Listening Sessions will provide a forum for DCA beneficiaries and partners to both provide input on short-term changes for the 2020 QAP and begin conversations around longer-term goals for the 2021 QAP.

Please direct any questions to Grace Graszer at [gm.graszer@dca.ga.gov](mailto:gm.graszer@dca.ga.gov).

### **LABOR DAY**

DCA Offices will be closed on September 2nd in observance of the Labor Day holiday.

## **Georgia Housing Search**

Listing on GeorgiaHousingSearch.org is completely free and can be done online at GeorgiaHousingSearch.org or via a toll-free call center at 877-428-8844. For GeorgiaHousingSearch.org questions, please call 877-428-8844 (quickest and

## Previous Notifications

### Placed In Service Notification to DCA

To sign up for this **DCA Compliance Blast**, click [here](#) and join our email group for updates!

DCA should be notified using the **Placed In Service Notification** no later than 30 days after the first building in your development is placed in service. The required notification form can be found on the [Compliance Monitoring](#) site, select the "Form" icon.

The form includes instructions for setting the development up in MITAS and obtaining initial access to MITAS for the property. For questions about the form or set up, send your email to [compliance@dca.ga.gov](mailto:compliance@dca.ga.gov).

The Georgia Department of Community Affairs is committed to providing all persons with equal access to its services, programs, activities, education and employment regardless of race, color, national origin, religion, sex, familial status, or disability.

For reasonable accommodations or alternate format information please contact [compliance@dca.ga.gov](mailto:compliance@dca.ga.gov)



 [DCA Fair Housing Statement](#)

 [DCA Compliance Website](#)

 [Mitas](#)

 [MTSP Income Limits](#)

 [HOME Income Limits](#)

 [HOME Rent Limits](#)

 [Georgia Housing Search](#)

 [DCA Allocation Documents by Year](#)

 [Applicants & Funded Projects](#)

### Quick Links

[GA Affordable Housing Coalition](#)

[2013 HOME Final Rule](#)

 [Violence Against Women Act \(VAWA\)](#)

 [Fair Housing Limited English Proficiency \(LEP\)](#)

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